

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
May 16, 2022

The meeting was called to order by Chairman, James E. Lynch, Jr., at 6:00 p.m. and led a salute to the flag in the meeting room of Carslake Community Center located at 207 Crosswicks Street, Bordentown, New Jersey.

In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided in the following manner:

a. Posting written notice on the Official Bulletin Board of the Bordentown Sewerage Authority on March 2, 2022,

b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on March 2, 2022; and

c. Filing written notice with the Clerks of the City of Bordentown and Township of Bordentown and mailing written notice to all persons who requested and paid for same on March 2, 2022.

The following persons were in attendance: Board Members, James E. Lynch, Jr., M. Ellen Gulbinsky, and Joseph R. Malone, III attended in person. Aneka Miller and Heather Cheesman attended via teleconference. Also, in attendance were: Executive Director Thomas M. Redwood, Administrative Manager Elizabeth J. Kwelty, the Authority's Solicitor Anthony Drollas, and the Authority's Engineer Richard B. Czekanski. The board has one vacant position.

On motion by Gulbinsky, seconded by Malone, it was moved to approve the regular session minutes of the March 21, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

On motion by Gulbinsky, seconded by Miller, it was moved to approve the executive session minutes of the March 21, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

On motion by Gulbinsky, seconded by Miller, it was moved to approve the regular session minutes of the April 18, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman
Nays:	None
Abstained:	Malone
Absent:	None

On motion by Gulbinsky, seconded by Miller, it was moved to approve the executive session minutes of the April 18, 2022, meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman
Nays:	None
Abstained:	Malone
Absent:	None

On motion by Malone, seconded by Gulbinsky, it was moved to adopt, Resolution 2022-37, approving the May payment of bills from the Operating Fund in the amount of \$293,821.27 of which \$106,079.93 is a payroll transfer and \$23,550.50 is a capital expense.

No discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

On motion by Gulbinsky, seconded by Malone, it was moved to adopt, Resolution 2022-38, approving the payment of May bills from the Escrow Fund in the amount of \$8,561.79.

No discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

On motion by Gulbinsky, seconded by Miller, it was moved to adopt, Resolution 2022-39, approving the credits and/or refunds of customer accounts in the amount of \$115.00

No discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. OPERATING BUDGET TRANSFER:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-40, amending the Authority's FY 2021 operating budget (December 1, 2021 – November 30, 2022), adjusting shortages and overages within budget line items with no change to overall budget amount.

No Discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

B. TERMINATE BANKING SERVICE AGREEMENTS:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-41, authorizing the termination of various agreements with Investors Bank.

Investors Bank has been sold to another bank, and a request for proposals will be sent to other banks in the community.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

C. BANKING SERVICES REQUEST FOR PROPOSALS:

On motion by Gulbinsky, seconded by Miller, it was moved to adopt Resolution 2022-41, authorizing advertisement of request for proposals for banking services.

No Discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

D. RISK MANAGEMENT CONSULTANT:

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2022-43, authorizing retention of Steve Walsh as Risk Management Consultant.

Mr. Malone requested a fee comparison with Bordentown City.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

E. DESTRUCTION OF COMPUTER EQUIPMENT:

On motion by Malone, seconded by Gulbinsky, it was moved to adopt Resolution 2022-44, authorizing destruction and proper disposal of the Authority's unusable computer equipment.

No Discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly development meeting with Township Construction and Planning Officers and City of Bordentown Water Utility officials took place May 13, 2022.
- 2.) New Jersey Department of Transportation; Treatment Works Approval No. 22-0084 was received April 21, 2022. Approval of S-1, S-2, and S-3 applications. Training Facility located on NJDOT property corner of Rt 130 and Dunns Mill Road.
- 3.) Notice of Public Hearing Mansfield Township Joint Land Use Board; Tri-State Petro, Inc. seeking amended preliminary and final site plan approval, use variances, and bulk variances for the proposed construction of 2,022 SF Dunkin' restaurant with a drive-thru window, two fueling service areas, and truck parking. 3372 Route 206, currently a Valero gas service station and automotive service and repair shop, both of which will be demolished.
- 4.) Notification of Freshwater Wetlands General Permits, a Freshwater Wetlands Transition Area Averaging Plan Waiver and a Flood Hazard Area Individual Permit has been submitted to the New Jersey Department of Environmental Protection by Old York Road Industrial Properties, LLC for one 301,470 square foot warehouse.
- 5.) Notice of Public Hearing Bordentown Township Planning Board; Nu Gen, LLC seeking approval for minor subdivision of Lot 2, Block 139, also known as 10 Rising Sun Square Road.

The executive director spent 15 hours and the administrative staff spent 10 hours on developer projects.

Mr. Redwood reported he accepted the 2022 New Jersey Water Environment Association Thomas Meholic Public Education Award May 9, 2022 on behalf of the Authority.

The authority received 7 scholarship applications for three \$1500.00 awards. Since there were not any Vocational applications the following scholarships will be awarded: Astha Rajpal, Environmental; Hannah Hornbeck, Environmental; Isabella Martin, Business. The water department assisted the Authority with the April 2022 billing by allowing use of the City's bill sealing machine. The June 20, 2022 board meeting will be held in the Authority's conference room. There were not any questions regarding the monthly financial report.

B. GENERAL COUNSEL:

Mr. Drollas spent time reviewing contracting issues on the agenda.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. The Reserve at Crosswicks Creek development located behind Jaron's Furniture and Goodwill on Route 206 is looking to have the pump station upgrades complete by July 1st. The Aeration tank shaft contractor

has advised Mr. Czekanski of further delays. The contractor was asked to provide written notification of the delays to the board.

III. PUBLIC PARTICIPATION:

Diane Alexander of Maraziti Falcon, LLC was present for closed session discussion via teleconference.

IV. EXECUTIVE SESSION:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2022-45 and enter executive session to discuss items related to Tower Gate Litigation.

No discussion on this Resolution.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

On motion by Malone, seconded by Lynch, it was moved to close executive session and re-open public session.

Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

There was no action taken as a result of executive session.

V. ADJOURNMENT OF MEETING:

On motion by Malone, seconded by Gulbinsky, it was moved to adjourn the meeting at approximately 6:22 p.m.

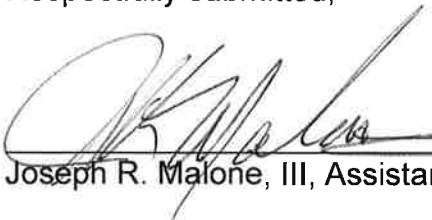
Recorded vote:

Ayes:	Lynch, Gulbinsky, Miller, Cheesman, Malone
Nays:	None
Abstained:	None
Absent:	None

Respectfully submitted,

APPROVED ON:

June 20, 2022


Joseph R. Malone, III, Assistant Secretary



**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR MAY 16, 2022, MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

AUTHORITY CONVEYANCE SYSTEM TOPICS

- **Reserve at Crosswicks: (Behind Jaron's Furniture Store on Route 206):** Sylvan Glen Pump Station upgrading work is ongoing. Completion of this pump station upgrade is a condition of allowing individuals to move into this new development. Pump station work is projected to be complete on or before July 1st.
- **Rising Sun Meadows: Near Corner of Route 130 and Rising Sun Road:** Sewer main infrastructure work has commenced. The Applicant is selecting a contractor to perform the off-site BSA mandated improvements associated with this project.
- **Farnsworth Avenue CVS and Office Building:** Proposed development is integrated into the McDonalds site. Project is in the construction stage. A BSA owned manhole was installed in the Route 130 McDonalds driveway.
- **Dunns Mill Road Warehouse:** Contractor made connection into the BSA's manhole.
- **Gerard's Riverview: (VOA Apartment Complex near Rt 130 Quick Chek):** Applicant's engineer is re-submitting a review set today that if items are addressed will allow BSA to endorse the NJDEP Treatment Works permit.
- **Thorntown Lane Habitat for Humanity:** S3 application filing with posting of escrow is being coordinated by the township engineer.
- **Route 130 Self Storage Facility:** Response provided to applicant's engineer.
- **Johnson Development Warehouse on Route 206 by NJTP Exit 7 Crossing:** Response provided to Applicant's engineer.

TREATMENT PLANT AND ADMINISTRATIVE TOPICS

- **Oxidation Tank Shaft Replacement:** No current Contractor activity.

MAINTENANCE BOND SUMMARY

Expiration Dates are Subject to Maintenance Bond Date and Resolution of all Conditions:

- **2020 Roof Replacements (B2, B4, EB1, PS2): 5/21/202**
- **Tractor Supply Manhole Penetration: 6/10/2022**
- **Bordentown VOA Rivergate Blvd Manhole: 10/19/2022**
- **Reserve at Crosswicks Manholes Lined: 02/2022 (Relates to future bond)**

Prepared by Richard B. Czekanski, PE, BCEE, CME